



CITY OF DURHAM | NORTH CAROLINA

**Date:** May 17, 2016

**To:** Thomas J. Bonfield, City Manager

**Through:** W. Bowman Ferguson, Deputy City Manager

**From:** Steven Hicks, Director, General Services Department

**Subject:** Aquatic Facilities Master Plan Professional Services Contract with  
RATIO Architects, Inc.

### **Executive Summary**

In May 2015, Szostak Design Inc. completed the City of Durham Swimming Pool Assessment Study (Assessment Study). The study concluded with a recommendation for a comprehensive master plan to guide future development of the City's Aquatics facilities. In FY2016, \$120,000 was allocated for professional services for an Aquatic Facilities Master Plan (Master Plan). In January 2016, a selection team comprised of General Services staff, DPR and EOEa selected Szostak Design Inc. (Szostak) of Chapel Hill, NC, through a Request for Qualifications process (RFQ), as the most qualified and responsive company to perform the Master Plan, which will include an assessment of the City's aquatic needs and provide concept plans for short-term and long-term development. City Council approved moving forward to contract with Szostak on April 18. However, prior to contract execution, the Szostak key Project Manager resigned from that firm. Due to these changed circumstances, Szostak has withdrawn their team from consideration and staff began negotiations with RATIO Architects, Inc. (RATIO), the evaluation team's second-ranked firm, in mid-May.

Both firms, Szostak and RATIO, included Councilman-Hunsaker as key aquatic facility subconsultants with nationwide municipal experience in aquatics facility design, assessments of existing facilities and financial analysis of expected revenues/expenses associated with planned new facilities. Both firms' project plans included participation by this key subcontractor, with the prime firm offering architectural and project planning oversight.

This agenda item requests City Council approval for professional consulting services with RATIO to perform the Aquatic Facilities Master Plan.

### **Recommendation**

The Department of General Services recommends that the City Council:

1. Authorize the City Manager to execute a professional services contract with RATIO Architects, Inc. for an amount not to exceed \$115,500.00 and

2. Establish a design contingency in the amount of \$2,000.00, and authorize the City Manager to negotiate and execute amendments to the Professional Services Agreement for the Aquatic Facilities Master Plan with RATIO Architects, Inc. provided the total cost does not exceed \$117,500.00.

### **Background**

The City of Durham owns and operates five pool facilities, three with associated spraygrounds, and one sprayground that is not associated with a pool facility. The 2015 Assessment Study evaluated the condition at each facility:

- 1) Forest Hills Pool (outdoor with adjacent sprayground), 1639 University Drive. Pool built in the 1920's.
- 2) Hillside Pool (outdoor, with adjacent sprayground), 1221 Sawyer Street. Pool built in 2001.
- 3) Long Meadow Pool (outdoor), 917 Liberty Street. Pool built in 1963 and rebuilt in the existing pool shell in 1980.
- 4) Campus Hills Aquatic Center (indoor), 2000 South Alston Avenue. Pool built in 1990.
- 5) Edison Johnson Recreation and Aquatic Center (indoor with adjacent sprayground outside), 500 West Murray Avenue. Pool built in 1994.
- 6) East End Park Sprayground (this site does not have a swimming pool), 1200 North Alston Avenue.

The Assessment Study documented the issues and needed repairs of each facility and concluded that the life expectancy of some of the City's existing pools may be less than seven years, given their age, functional obsolescence and relatively poor condition. The Assessment Study recommended moving forward with a comprehensive Master Plan.

A Request For Qualifications for the Master Plan was advertised in October 2015. Eight firms submitted qualifications to the evaluation team in November 2015. The following four firms were short-listed for interviews:

- Szostak Design Inc.
- Ratio Design
- Kimley-Horn & Associates
- MHAworks Architecture

### **Issues/Analysis**

The Master Plan will be guided by the findings of a Needs Analysis early in the process. This analysis will include current and future City demographics, an assessment of area aquatic facility providers, national and regional trends, as well as stakeholder and public input. Public outreach will be a critical part of the master planning process. An allowance for an additional public meeting has been included in the contract. The Master Plan is expected to be completed in eight months.

### **Alternatives**

The City could elect not to proceed with the Aquatic Facilities Master Plan. Staff recommends against this alternative for several reasons. Funding has been identified for this

project and design fees have been fully vetted and negotiated with RATIO Architects, Inc. Not proceeding with this project will negatively impact future planning goals for DPR.

### Financial Impacts

Project Funding CH003:

FY16 Budget Initiative	3000H002	\$120,000.00
Total appropriated funds		\$120,000.00

### Funding Uses Summary:

Design Services	3000H002-731004	\$115,500.00
Design Contingency	3000H002-731900	\$2,000.00
SubTotal Design Services		\$117,500.00
Other Owner's Expenses	3000H002-720110	\$1,000.00
	3000H002-731000	\$1,500.00
Construction Budget		\$0
Construction Contingency		\$0
Total Project Budget		\$120,000.00

### SDBE Summary

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by RATIO Architects, Inc. of Raleigh, NC to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals for this project are MSDBE 1% and WSDBE 1%. It was determined that RATIO Architects, Inc. was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

### SDBE REQUIREMENTS

RATIO Architects, Inc. will subcontract to the following certified firms:

Firm	ID	City/State	Amount	% of Contract
BREE & Associates, Inc.	MSDBE	Raleigh, NC	\$2,000.00	2.16%
CLH Design, pa	WSDBE	Raleigh, NC	\$2,500.00	1.73%

The MSDBE and WSDBE goals were exceeded.

### WORKFORCE STATISTICS

Workforce statistics for RATIO Architects, Inc. are as follows:  
(Consolidated)

Total Workforce	83	
Total Females	31	(37%)
Total Males	52	(63%)

Black Males	0	(0%)
White Males	50	(61%)
Other Males	2	(2%)
Black Females	4	(5%)
White Females	25	(30%)
Other Females	2	(2%)